



To: Members of the Pension Fund Committee

## ***Notice of a Meeting of the Pension Fund Committee***

**Friday, 6 March 2020 at 10.00 am**

**Rooms 1&2 - County Hall, New Road, Oxford OX1 1ND**

Yvonne Rees  
Chief Executive

February 2020

Committee Officer: **Deborah Miller**  
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### **Membership**

Chairman – Councillor Kevin Bulmer  
Deputy Chairman - Councillor Nicholas Field-Johnson

#### *County Councillors*

Ian Corkin  
Mark Lygo  
Charles Mathew

John Sanders  
Roz Smith  
Lawrie Stratford

Alan Thompson

#### *District Councillors (Co-optees - Voting)*

Alaa Al-Yousuf

Jo Robb

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#### **Notes:**

- ***A lunch will be provided***
- ***Date of next meeting: 5 June 2020***
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## Declarations of Interest

### The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

### Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

### What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

### List of Disclosable Pecuniary Interests:

**Employment** (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines.

<http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Glenn Watson on **07776 997946** or [glenn.watson@oxfordshire.gov.uk](mailto:glenn.watson@oxfordshire.gov.uk) for a hard copy of the document.

**If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.**

# AGENDA

1. **Apologies for Absence and Temporary Appointments**
2. **Declarations of Interest - see guidance note**
3. **Minutes** (Pages 1 - 10)

To approve the minutes of the meeting held on 6 December 2019 (**PF3**) and to receive information arising from them.

4. **Petitions and Public Address**
5. **Minutes of the Local Pension Board** (Pages 11 - 16)

**10:05**

A copy of the unconfirmed Minutes of the Local Pension Board, which met on 24 January 2020 (**PF5**) is attached for information only.

6. **Report of the Local Pension Board** (Pages 17 - 18)

**10:15**

In a response to a request from the Chairman of Pension Fund Committee to have a dedicated item on each Committee agenda for the work of the Local Pension Board, attached at **PF6** is the report by the Independent Chairman of the Local Pension Board. It invites the Committee to respond to the key issues raised by the Pension Board at its most recent meeting on 24 January 2020.

***The Committee is RECOMMENDED to note the comments of the Board as set out below, and agree the appointment of the new Head of Pensions at the Gloucestershire Pension Fund to take on the role as the Independent Chairman of the Oxfordshire Pension Board following the retirement of the current Chairman.***

7. **Investment Strategy Statement including the Fundamental Asset Allocation and Climate Change Policy**

**10:25 – REPORT TO FOLLOW**

## 8. 2019 Valuation and funding Strategy Statement (Pages 19 - 22)

11:40

Under the current regulatory framework, the Pension Fund is required to arrange for a Valuation of the Pension Fund every three years. The latest Valuation is based on the position as at 31 March 2019, with a requirement for the Fund Actuary to produce their report and certify the employer contribution rates for 2020/21 onwards by 31 March 2020. This report updates the Committee on the work to date on the 2019 Valuation and recommends the Committee approves the revised Funding Strategy Statement.

***The Committee is RECOMMENDED to note the latest position on the 2019 Valuation and approve the Funding Strategy Statement.***

## 9. Annual Business Plan

11:50 – REPORT TO FOLLOW

## 10. Risk Register (Pages 23 - 30)

12:05

This report updates the Committee on the Fund's Risk Register, updating the position on risks reported to the last meeting and adding in new risks identified in the intervening period.

***The Committee is RECOMMENDED to note the changes to the risk register and offer any further comments.***

## 11. Administration Report (Pages 31 - 46)

12:10

This report updates the Committee on the latest position on administration issues.

***The Committee is RECOMMENDED to:***

- (a) note the report;***
- (b) agree the Fund meets the tax cost associated with the late payment of death grant arising from administrative error as set out in paragraph 11-12;***
- (c) determine payment of the death grant for the case set out in paragraphs 13-18;***
- (d) confirm changes to administration strategy as set out in paragraph 31.***

## 12. EXEMPT ITEMS

*The Committee is RECOMMENDED that the public be excluded for the duration of items PF13, PF14 and PF15 in the Agenda since it is likely that if they were present during those items there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified in relation to the respective items in the Agenda and since it is considered that, in all the circumstances of each case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.*

**THE REPORTS RELATING TO THE EXEMPT ITEMS HAVE NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS STRICTLY PRIVATE TO MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.**

**NOTE:** In the case of items 14 and 15 there are no reports circulated with the Agenda. Any exempt information will be reported orally.

## 13. Overview and Outlook for Investment Markets (Pages 47 - 54)

12:25

Report of the Independent Financial Adviser (**PF13**).

The report sets out an overview of the current and future investment scene and market developments across various regions and sectors. The report itself does not contain exempt information and is available to the public. The Independent Financial Adviser will also report orally and any information reported orally will be exempt information.

*The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:*

3. *Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would prejudice the trading activities of the fund managers involved and would prejudice the position of the authority's investments in funding the Pension Fund.*

**The Committee is RECOMMENDED to receive the report, tables and graphs, to receive the oral report, to consider any further action arising on them and to bear the Independent Financial Adviser's conclusions in mind when considering the Fund Managers' reports.**

## **14. Overview of Past and Current Investment Position (Pages 55 - 106)**

**12:40**

The Independent Financial Adviser will review the investment activity during the past quarter, present a summary of the Fund's position as at 31 December 2019, and highlight any key performance issues, with reference to Tables and Graphs.

*The Committee is RECOMMENDED to receive the tables and graphs, and that the information contained in them be borne in mind, insofar as they relate to items on the agenda.*

## **15. Summary by the Independent Financial Adviser**

**12:55**

The Independent Financial Adviser will, if necessary, summarise the foregoing reports of the Fund Managers and answer any questions from members.

*The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:*

*3. Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would prejudice the trading activities of the fund managers involved and would prejudice the position of the authority's investments in funding the Pension Fund.*

### **ITEMS FOLLOWING THE RE-ADMISSION OF THE PRESS AND PUBLIC**

## **16. Corporate Governance and Socially Responsible Investment**

**13:00**

This item provides the opportunity to raise any issues concerning Corporate Governance and Socially Responsible Investment which need to be brought to the attention of the Committee.

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### **Pre-Meeting Briefing**

There will be a pre-meeting briefing at County Hall on Wednesday 4 March at **11.00 am** for the Chairman, Deputy Chairman and Opposition Group Spokesman.